



Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, Director

Date: **May 23, 2016**

Re: 16CT102740A Website Design including Annual Maintenance & Support

Dear Quoter(s):

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced **16CT102740A Website Design including Annual Maintenance & Support**. Except as provided herein, all terms and conditions in quote referenced above remains unchanged and in full force and effect.

Sincerely,

Carolyn Towns

Carolyn Towns
Procurement Officer

Winner 2000 - 2009 Achievement of Excellence in
Procurement Award • National Purchasing Institute



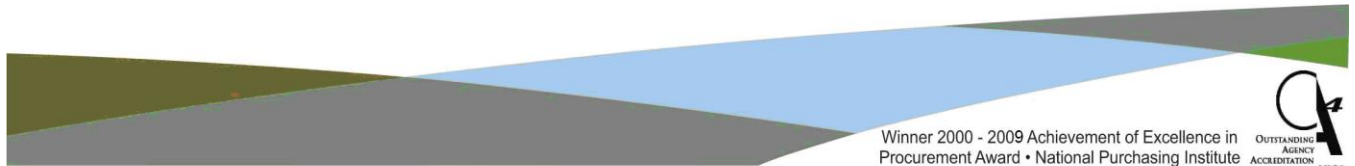
16CT102740A Website Design including Annual Maintenance & Support

Addendum No. 1

Page Two

This Addendum forms a part of the contract documents and modifies the original quote documents as noted below:

- **The following changes are being made:**
- **Closing date had change from Monday May 23 2016 at 2:00p.m. Legal local prevailing time to Wednesday May 25, 2016 at 2:00p.m. Legal local prevailing time.**
- **All questions submitted for clarification are listed on the attachment.**



ATTACHMENT

QUESTION: The days mentioned in the proposal are weekdays or they include weekends?

ANSWER: **Weekends are not included.**

QUESTION: If we sum all days from the specification, gives me a total of 290 days. Is that the maximum estimated time for the project or would you like to hear alternative options to finalize the project sooner?

ANSWER: **We are open to alternative options. Sooner is preferred.**

QUESTION: Do you plan to update the content of the existing web site keeping Current functionality or would you like to enhance/extend current functionality? If so, could you please share the specifications to enhance/extend existing functionality.

ANSWER: **The content of the current website is currently being managed by the In-house staff. The plan is to both enhance and extend the current functionality. We'd like a simplified content manager system that will allow us to setup accounts and set security for chosen users.**

QUESTION: In phase 1 paragraph refers to "Identify custom modules and integration projects." and "Establish project timeline". Additionally, phase 2 refers to "Determine customization of modules or custom development projects and provide estimates for project changes".

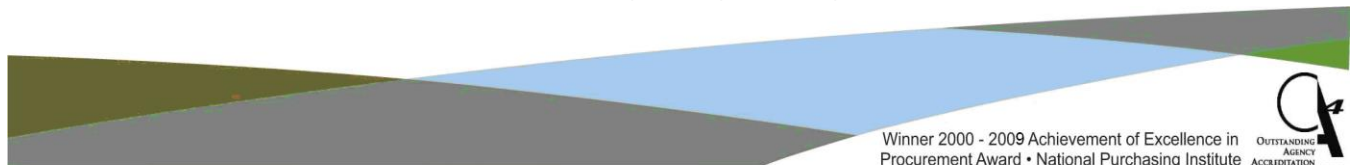
The outcome of these two phases could result in an impact to the scope, estimates and project timeline. How would these changes be managed?

ANSWER: **State Court would manage and gather all information for requested modules. The project timeline is open for discussion based on discussed alternative options with expectation to not exceed the 290 day period. Provide suggested design and compare current Court sites/suggested upgrades for discussion.**

QUESTION: In phase 4 refers to "Setup dynamic elements on pages", do you have in the plans to use a Content Management System (CMS)? If so, could you share which one?

ANSWER: **We expect provision for a Content Management System. There is no preferred system.**

QUESTION: Can you share more detail regarding training, for example how many



users,
scope of the training, etc.

ANSWER: Training should include 2 employees. (The State Court IT Staff)

QUESTION: Can you share more detail regarding Annual Support and Maintenance, does it have a Service Level Agreement (SLA), does it include enhancements.

ANSWER: **Annual Support and Maintenance: Hosting and basic hosting support. SLA included.**

5. PRICING SHEETS

QUESTION: The pricing sheets refers to an Estimated Qty, are those hours, days?

ANSWER: **Days**

QUESTION: Why phase 5 does not have an Estimated Qty?

ANSWER: **Current site 85 pages**

6. SPECIAL CONDITIONS/INSTRUCTIONS

QUESTION: The service hours refer to a window from 4:30 p.m. to 7:00 a.m., what type of support is required for those hours, how are you planning to cover the support/maintenance for the other window?

ANSWER: **The Service Hours provided are after Business Hours and the times where any major changes to the website will occur. Basic Hosting support is all that is needed.**

Question: What is the current technology or platform is being utilized ?

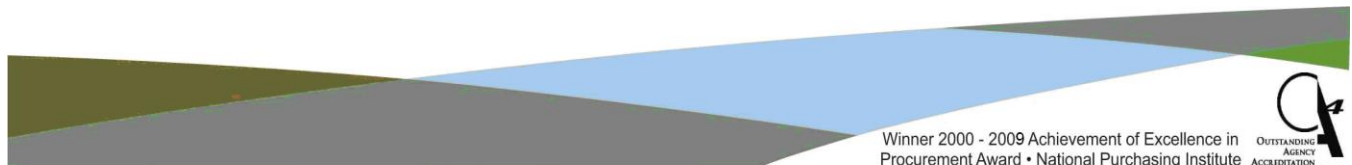
ANSWER: Currently using Dreamweaver. Just migrated to Wordpress

Question: Any migrations are in Scope?

ANSWER: Yes. Currently from Dreamweaver to WordPress

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

- The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, and 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the quote due date and time **Wednesday, May 25, 2016 at 2:00P.M. Legal local prevailing time.**



This is to acknowledge receipt of Addendum No. 1, _____ day of
_____, 2016.

Legal Name of Bidder

Signature of Authorized Representative

Title

